

BG-1

2 4 AUG 1988

MEMORANDUM FOR: Director of Security

VIA: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Allocation of Polygraph Division Space to Headquarters
Security Division

REFERENCE: Memo for D/OL fm D/OS, dtd 20 July 88, Same Subject

1. Although your arguments are compelling, we think the best option with regard to the assignment of Polygraph Division (PD) space to Headquarters Security Division (HSD) is to wait until 1990 for the backfill program to upgrade that space.

2. The problem does not rest in the objectives you wish to achieve, all of which we should be able to accommodate in backfill. Rather, the issues are equity and timing. One of the milestones in getting the backfill program in motion was the reallocation of all space in the Original Headquarters Building (OHB) according to a set of rules which were applied across the board. Our attempt to allocate the HSD space was thwarted due to the absence of firm plans at the time for the ultimate size and destination of Polygraph Division. In lieu of a determination along these lines, we preserved the space until the matter could be settled, and adjusted the construction schedule accordingly. A blanket allocation now of PD space to HSD with no regard to specific numbers of people or special use requirements would be in complete disregard of the equitable aims of the backfill program. It could work to your ultimate disadvantage as well. Furthermore, a change in backfill scheduling is not an isolated occurrence. It would effect other ongoing backfill efforts, and it simply wouldn't be fair to other components which are in equally difficult straits and are patiently awaiting their turns.

3. As you are probably aware, the backfill schedule represents, in its first two years, a careful blend of utility upgrade and space renovation. This ensures that the appropriate utility infrastructure--power, cooling, and safety--is in place and ready to serve each customer's particular needs. For example, the installation of the new fire alarm system will require that the

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C O N F I D E N T I A L

SUBJECT: Allocation of Polygraph Division Space to Headquarters
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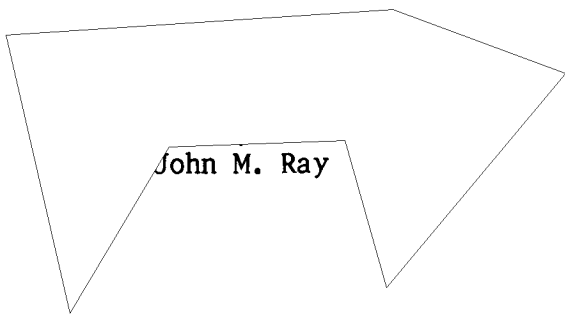
old and the new systems be operated in parallel until a complete switchover is possible. This may impact on the amount of space the Office of Security (OS) must have in the control room, and we don't yet know how much will be required. Also, we have to worry about where current occupants of an area designated for construction will go while their space is being renovated. In HSD's case, we intend to use the PD space as a swing area for HSD. This will not be possible if we are now required to move the Badge Office back to the HSD area prematurely.

4. Finally, all space being renovated in the building must be done according to backfill program specifications so that the requisite safety and utility upgrades are provided to, and through, the HSD area. The associated costs are large and would include infrastructure items such as chilled water mains, sprinkler mains, new windows and raised flooring. We believe OS would be much further ahead to wait for the backfill program to proceed as scheduled, rather than incur costs for a less-than-adequate renovation on its own which would be torn out within 18 months when backfill got there.

5. We regret the inconvenience that waiting for backfill will cause you in the near term. You are one of many offices that are so burdened. If it were in our power to get to you sooner without disrupting a very complex construction schedule, we would be glad to do so. As it stands, we must ask you to be patient.

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Attachment



John M. Ray

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SUBJECT: Allocation of Polygraph Division Space to Headquarters
Security Division

25X1 OL/FMD/HCS (15 August 1988)

Distribution:

- Orig - Addressee
- 2 - ADDA
- 1 - OL Files
- 1 - OL/FMD Reader
- 1 - OL/HCS Official
- 1 - OL/HCS Chrono

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ROUTING AND RECORD SHEET

SL: SUBJECT: (Optional) Allocation of Polygraph Division Space to Headquarters
Security Division

FROM:

Director of Security

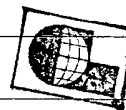
EXTENSION

NO.

OS 88 0918

DATE

20 JUL 1988



TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/OL

21/7 *AK*

2.

Given a copy 7/22
CL/4es

3.

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10.

11.

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13.

*Bill: Let's discuss
& determine what
action we can take,
before drafting
written response.*

Suspense 8/1/88

FORM 1-79 610 USE PREVIOUS EDITIONS

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20 JUL 1988

MEMORANDUM FOR: Director of Logistics

FROM: [REDACTED]

Director of Security

SUBJECT: Allocation of Polygraph Division Space to
Headquarters Security Division

1. I request that you allocate the approximately 6,000 square feet of space in the Original Headquarters Building (OHB) now occupied by our Polygraph Division (PD) to our Headquarters Security Division (HSD) immediately after PD moves

2. If the PD space is allocated to HSD, they would relinquish some 3,000 square feet they now occupy for a net gain to HSD of approximately 3,000 square feet. Those areas that HSD would give up include the present Badge Office (1,750 square feet), 1F12 (650), 1E4803 (250), 1E4804 (180) and GH03 (160). Allocation of the current PD space to HSD would achieve the following objectives:

a. Relocate the Badge Office to the north side of the main lobby to accommodate planned expansion of the Office of Medical Services.

b. Consolidate HSD in one area. This would facilitate coordination and greatly increase efficiency. Currently HSD is so fragmented that neither the Support Branch nor the staff of the Special Protective Service (SPS) are collocated internally.

c. Move office personnel out of the non-office areas. Currently six SPS personnel are using make-shift office space in the locker room. Two others are housed in the armory area (GD60).

d. Alleviate the overcrowded conditions that currently exist throughout HSD. For example, the five person Personnel Section is a tenant in the Polygraph VTR area.

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Because of the sensitivity of the PD data, these HSD personnel can access their office and files only when PD personnel are working in the immediate area. In addition, this small area cannot adequately accommodate the normal traffic associated with a personnel office. Clearly, this presents problems for both HSD and PD.

e. Retain a small facility for PD to polygraph VIP officers.

25X1 3. We had hoped that HSD would move into the space now occupied by PD as soon as PD is relocated [redacted]. We are aware that we must move the Badge Office back across the main lobby area into part of the space now occupied by PD to accommodate expansion of OMS. In addition, we thought HSD would be allocated a major part, if not all, of the remaining PD space to meet requirements resulting from HSD's rapid expansion. However, the Chief of the Headquarters Consolidation Staff (HCS) recently indicated that while HSD may be allocated some of the current PD space, it would be one or two years before that occurs. I understand that the delay in making the PD space available to HSD is associated with requirements of the OHB backfill project.

25X1 4. I believe that the HSD space problem is critical and should be addressed now, not in one to two years. I appreciate the importance of the OHB backfill project. But, with the potential solution to HSD's space problem apparently at hand, I would hope that the HCS could identify an acceptable alternative for the backfill project. In this regard, I would appreciate it if you would review the situation with the view to making the current PD space available to HSD, effective with the move of PD [redacted]

25X1 [redacted]

cc: ADDA

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